



Parent Packet for Adventure Camp

For questions, call the Adventure Camp Hotline at 703-324-8410.
Copies of all forms are available online at www.fairfaxcounty.gov/parks

*****DO NOT MAIL FORMS IN -- BRING FORMS TO FIRST DAY OF CAMP*****

Welcome to Adventure Camp!

This packet includes forms to sign and important information about what to bring, what to wear, and the schedule for the week. Please read the entire packet carefully. You should have already received the Pick-Up Authorization, Emergency Medical and Parent Feed Back forms. Any forms that you are missing can be acquired on line at www.fairfaxcounty.gov/parks. ALL FORMS MUST BE FILLED OUT COMPLETELY IN ORDER FOR YOUR CHILD TO PARTICIPATE IN THE ACTIVITIES.

Transportation

FPCA uses Fairfax County Public School buses and trained drivers for Adventure Camp. We will be shuttling between two school pick up sites with each bus. **Please note that there may be other school buses being used for other programs in proximity to our bus; therefore, it is extremely important that the camper does not get on a bus until he/she has been instructed to do so by the counselor.** Look for the bus with the Adventure Camp sign in the window. At most schools, the designated meeting point is the flagpole.

Staff and Activities

Each bus has two trained Fairfax County Park Authority staff members, many of whom are teachers and experienced outdoorspersons with years of experience working with youth. These counselors supervise the trip from start to finish, and generally handle discipline issues and provide encouragement and support for each camper. For rock climbing, kayaking and white water rafting, caving, ropes course, wilderness survival, and tubing professionals who specialize in each provide instruction.

POLICIES

Rain / Inclement Weather

It is unlikely that the weather will necessitate the cancellation of a scheduled activity. Often it can be raining here in Northern Virginia but weather at our destination site is fine. However, if a scheduled activity is jeopardized by inclement weather, the camp will still operate with a substitute activity.

Emergency Medication

Epi-Pens and Inhalers may accompany your child to camp as long as a physician completes the proper medical authorization. Without this form, you will not be permitted to leave these emergency medications at camp. Please call (703) 324-8514 for the Authorization for Inhaler or Epi-Pen or go to our website at www.fairfaxcounty.gov/parks to obtain these forms.

Sick Children

If a child arrives with symptoms of illness, the child will not be permitted to stay. Parents will be called if a child becomes ill during the trip to arrange for pickup. Parents will be notified if child has a temperature over 100 degrees or shows symptoms of a communicable disease. A doctor's note is required before children may return.

Behavior Management and Disciplinary Actions

If a child brings a weapon, alcohol or drugs to camp, intentionally harms others, vandalizes property, or displays other extreme behavior, he/she will be dismissed from the program and a partial refund will be given. As Adventure Camp involves specific safety requirements for each activity, it is essential that campers follow the directions of instructors and FCPA staff.

For inappropriate behavior, parents will be notified verbally and/or in writing with notification of further action. Unless otherwise directed by staff, campers are not required to stay with their counselors the entire time at theme parks, but must travel in groups of three to six. All campers must check-in with staff at designated times and staff will be available at a central location frequently throughout the day in case of any problems. Campers who have behavioral issues during the week may be required to stay with a counselor during all or part of theme park days.

Sunscreen & Lotion Application

Staff are not permitted to apply sunscreens or lotions to children.

Reporting Child Abuse & Neglect

If it is suspected that a child has been abused, neglected, or exploited in any way, program staff are required to report it to the Youth Services Director who will immediately make a report to Child Protective Services. Confidentiality will be maintained.

Absences

If your child will not be attending one of the days and you know the night before or if an emergency occurs in the morning, please leave a message on the Adventure Camp hotline at (703) 324-8410. The bus must leave on time and we must account for every individual. If your child does not attend one or more days of camp for any reason, refunds cannot be made.

Refunds/Transfers

Refund and transfer requests must be submitted, in writing, at least two weeks prior to the camp session for which the withdraw is requested. A \$25 service fee will be applied to all refunds. Once camp begins, refunds will only be given for medical emergencies with doctor's certification.

Insurance

Accident Insurance is not available and all insurance and medical coverage is the responsibility of the family.

What to Bring

Please see the attached detailed list of what to bring for each day of camp. Please label all personal belongings and keep them in a backpack or other durable bag. Items may be left on the bus during the activity, but the FCPA and staff are not responsible for lost or stolen items. Valuable items such as personal CD players/walkman, games and jewelry should be left at home or carefully protected. Participants must bring their own food and beverage in an individual lunch size container. When you go rafting, your food must be kept in a plastic bag that will fit into buckets on the raft, and River & Trail Outfitters will provide a beverage that day. Campers may want to bring some money for stops at 7-Eleven, snacks, and souvenirs.

THE FIRST DAY OF CAMP

Please read all of the materials that have been sent to you, fill-out, **SIGN** and bring each permission form to your adventure camp counselor on the first day of your camp session. **On the first day, PARENTS PLEASE WAIT UNTIL YOUR FORMS ARE CHECKED BY A COUNSELOR--**incomplete forms may prevent your child from participating!

MORNING DROP-OFF

Campers must arrive promptly at their drop-off sites. If your child will not be attending one of the days and you know the night before or if an emergency occurs in the morning, please call (703) 324-8410 immediately. The buses will leave the drop-off sites each morning on schedule and it is important to know if a student is not attending that day. If you are late arriving and the bus has already left, unfortunately we cannot hold the bus at the next pickup site or along the road.

Signing In / Out

For the safety of your children, authorized individuals 18 years or older must sign child in and out each day. Staff are required to I.D. all persons picking up children. Children will not be released to anyone not on the Pick up Authorization Form. Custody issues require special attention; please call Youth Services at 324-8571. Written permission must be given to the counselors if your child will be walking to and from camp. Be sure your car is parked legally during this process. If arriving late and the bus has left, do not leave your child unattended, as no staff will be on site.

AFTERNOON PICKUP

Late Parent Policy

If a parent or authorized person is late in picking the child up, a late fee of \$5 for every 15 minutes will be applied. If a child is consistently picked up late, the child may be dismissed from the program. If you will be more than a few minutes late, please contact 703-324-8680 to let the headquarters staff know, who can contact the counselors on the bus by cell phone. A staff member will remain with the child up to one hour after the program ends. After one hour Child Protective Services will be called. **STAFF ARE NEVER ALLOWED TO TRANSPORT CHILDREN HOME!**

Adventure Camp Hotline

On occasion, due to traffic, weather and how long it takes to complete each activity, our buses may arrive at pickup sites later than scheduled. Each bus is in contact with FCPA headquarters by cell phone and if they know that the bus will arrive more than a few minutes late, a recorded message with the estimated return time will be placed on **the Adventure Camp Hotline at 703-324-8410**. Please call this number after 3:30PM and before you leave to pick your child up each day in case the buses are running behind schedule. Hopefully, this will avoid having parents wait in their cars for long periods.

Have a great time at Adventure Camp! If you have any questions, contact Ellen Greenberg, Program Manager at **703-324-8571**.



Accommodations: If participation accommodations and/or alternative information formats are needed in accordance with the Americans with Disabilities Act, please call (703) 324-8563 at least 10 working days in advance of the date needed. TTY (703) 803-3354.

Don't forget to call (703) 324-8514 if your child must carry an Epi-Pen or Inhaler



**PARTICIPANT AGREEMENT, INDEMNIFICATION, AND
ACKNOWLEDGMENT OF RISK FOR MINORS**

Adventure Links

21498 Blue Ridge Mountain Road

Paris, VA 20130

www.adventurelinks.net

800-877-0954 · 540-592-3682 · Fax: 540-592-3316

I acknowledge that my child's participation in outdoor activities such as rock climbing, hiking, challenge course activities, caving and whitewater canoe and kayak trips entails known and unanticipated risks which could result in physical or emotional injury, paralysis, death, or damage to my child. I understand that such risks simply cannot be eliminated without jeopardizing the essential qualities of the activity.

In consideration of _____ (print minor's name) ("Minor") being permitted by VASPAC, Inc. (dba Adventure Links) and Fauquier County to participate in its activities and to use its equipment and facilities, I agree to indemnify and hold harmless VASPAC, Inc. (dba Adventure Links) and Fauquier County from any and all claims, demands, or causes of action which are brought by myself, and/or the minor and/or on behalf of the Minor against VASPAC, Inc. (dba Adventure Links) or Fauquier County and which are in any way connected with such use or participation by Minor. In the event that I file a lawsuit against VASPAC, Inc. (dba Adventure Links), or Fauquier County, I agree to do so solely in the state of Virginia, and I further agree that the substantive law of that state shall apply in that action without regard to the conflict of law rules of that state. I agree that if any portion of this agreement is found to be void or unenforceable, the remaining portions shall remain in full force and effect. I hereby represent that the minor is in good health, that there are no special problems associated with the care of the minor, and that I have adequately informed VASPAC, Inc. (dba Adventure Links) personnel of any special instructions regarding the minor. I certify that I have adequate insurance to cover any injury or damage the minor may suffer while participating, or else I agree to bear the costs of such injury or damage myself. I authorize VASPAC, Inc. (dba Adventure Links) personnel to call for medical care for the minor or to transport the minor to a medical facility or hospital if, in the opinion of such personnel, medical attention is needed by the minor. I further authorize appropriate personnel to render such medical treatment as is necessary for the health of the minor, in their professional opinion. I agree that once the minor is in the care of medical personnel or a medical facility, VASPAC, Inc. (dba Adventure Links) shall have no further responsibility for the minor and I agree to pay all costs associated with such medical care and transportation.

I authorize VASPAC, Inc (dba Adventure Links) personnel to use photographs, video footage, and quotes acquired during the program for promotional purposes. I further understand that upon my child's participation in this program, I allow Adventure Links to forward further program information or updates of services. I must Adventure Links in writing if I do not wish to receive this information.

Child's Name: _____

Date of Birth: _____

Camp/Program Name: _____

Parent's Name: _____

Phone (H): _____

Address: _____

Phone (W) : _____

Email: _____

Phone (Cell): _____

Signature: _____

Date: _____

The Venue of any dispute that may arise out of this agreement or otherwise between the parties to which the VASPAC, Inc. (dba Adventure Links) or its agents is a party shall be either the town of Berryville, Virginia, Justice Court or State Supreme Court in Virginia. ©- 2001 Adventure Links-- W2new-1/2002



Fairfax County Park Authority Children's Emergency and Medical Information

Child's Name: _____ DOB: / / / / / / / /
Last First MI MO DAY YR

Address: _____
Street City State Zip

Parent/Guardian: _____
Last First
Address (if different than child's) Home Phone Work Phone

Parent/Guardian: _____
Last First
Address (if different than child's) Home Phone Work Phone

****Mandatory 2 Emergency Contacts other than parents (required by the VA Dept of Social Services)**

Emergency Contact #1 _____ Relationship to Child _____
Address _____ Phone (H) _____ (W) _____

Emergency Contact #2 _____ Relationship to Child _____
Address _____ Phone (H) _____ (W) _____

Child's Physician (name & phone) _____

Insurance Company (name & policy #) _____

___ Yes ___ No Is your child under physician's care or taking medications on a continuing basis? If yes, please explain what for.

___ Yes ___ No Does your child have a contagious disease? If yes, please describe.

___ Yes ___ No Does your child have any allergies? If yes, please specify allergies.

What should be done if your child comes into contact with an allergen? _____

___ Yes ___ No Does your child have any chronic problems, special needs, or other conditions we should know about? If yes, please explain.

___ Yes ___ No Does your child take medications? If yes, please list. If during camp, you must contact Youth Services for proper medical authorization forms.

___ Yes ___ No Do you give your child permission to participate in swimming/wading activities in water at the program site?

___ Yes ___ No Can your child swim in water above his/her shoulders?

What schools or other programs does your child attend? _____

I hereby authorize the FCPA and/or designated contractor to seek medical treatment for my child, at the nearest facility, in the event medical care is required. In the event non-emergency medical care is required, I authorize the FCPA to seek medical treatment through my child's physician. I understand that I am responsible for medical expenses incurred by my child and that FCPA advises that I carry health insurance for my child. I have read the policies for the program and agree to adhere to them, including the policy if my child becomes ill, I must pick up my child immediately. I certify that the above information is complete and correct.

Parent/Guardian's Signature

Date

**Fairfax County Park Authority
Pick Up Authorization**



The following people are authorized to pick up my child from the FCPA program. I understand my child will be allowed to leave with these individuals only.

Child's Name _____

(Parents/Guardians, please include yourselves)

Authorized _____ Person #1
Address _____
Phone _____ Relationship _____

Authorized _____ Person #2
Address _____
Phone _____ Relationship _____

Authorized _____ Person #3
Address _____
Phone _____ Relationship _____

Authorized _____ Person #4
Address _____
Phone _____ Relationship _____

***Name of persons NOT allowed to pick up my child:**

Parent/Guardian Signature _____ Date _____

My child is in the following camps & sessions:

| Date | Day | Time In | Initials | Time Out | Initials |
|------|-----------|---------|----------|----------|----------|
| | Monday | | | | |
| | Tuesday | | | | |
| | Wednesday | | | | |
| | Thursday | | | | |
| | Friday | | | | |
| | | | | | |



Fairfax County Park Authority Camp Sign In/Out Waiver

***** If you want to allow your child to walk home without an authorized adult signing the child out, fill out this form *****

I acknowledge that I have read and understand the Fairfax County Park Authority (FCPA) policy for signing my child in and out of camp and I am aware this policy was established based on the recommendations and guidelines of Fairfax County Child Protective Services: children 12 and under are unable to sign themselves in and out of camp. An authorized adult 18 years of age or older must sign them out. Children 13 and older may be authorized to sign themselves out of camp if the parent/guardian places the child on the pick up authorization form.

Due to the fact that you are choosing not to follow FCPA's sign in/out policy for camp, please complete the following:

I _____ am voluntarily choosing
(parent/guardians name)
not to comply with the FCPA policy regarding camp signing in/out and I
acknowledge and accept full responsibility for my child,
_____ both before and after the camp hours for
(child's name)
which my child is registered. I am releasing the Fairfax County Park
Authority from any responsibility for my child before and after camp hours.

PARK/SITE NAME _____

CAMP TITLE _____

SESSION DATES _____

CAMP HOURS _____

Parent/Guardian Signature

Date

Fairfax County Park Authority Theme Park / Water Park Permission Form

Due to the nature of the activities at theme and water parks, including the controlled environment and the need to move through lines in small groups, participants are not required to stay with the entire group and an FCPA counselor during their time at the park. We have had many years of successful programs using this method that allows participants freedom to choose their favorite activities. In order to ensure the safety of the campers, the FCPA has established the following guidelines for Adventure Camp theme and water park trips:

- Groups are made up of three or more children who must stay together.
- Groups must check-in at the designated meeting place at certain intervals during the day as outlined by the camp staff.
- Campers must stay in the park at all times.
- Camp staff will move throughout the park with different groups throughout the day to assist campers.
- A staff member will be at the designated meeting place every hour on the hour if a camper needs assistance. Park staff will be able to contact our staff at these designated locations and times.
- Campers are given wristbands with their group name and emergency phone number.
- Staff coordinate with the park's emergency personnel to arrange communications throughout the day.
- Campers are responsible for meeting at the designated place AND time for check ins.
- Waiting in line is not an acceptable excuse for being late. In fairness to other campers and parents waiting back at home, campers who are late or who misuse our trust may be required to stay with a counselor for all or part of theme park days at the discretion of FCPA staff.
- Campers who elect to participate in water rides, water park activities or go swimming do so at their own risk under the supervision of theme park staff and lifeguards only.
- Should a participant ignore instruction and not return in time for the return trip, a counselor will stay on site, but the bus may leave to return home. In this case, the parent is responsible for coming to the activity site and providing return transportation for their child.

Child's Name _____

I understand the above guidelines and agree to discuss these with my child prior to camp.

Parent's Name (print)

Signature

Date

What to Bring to Adventure Camp!

We stop at 7-Eleven/McDonalds every day, before and after activity, *if time permits*

WATER ACTIVITIES:

- Bring Sunscreen
- Wear old sneakers (no socks) or sandals (Teva style) that wrap around the ankle (this prevents the sandals from coming off your feet in the water).
- Bring a change of clothes – **You will get wet!**
- **Kayaking** bring a lunch in a LARGE ZIP-LOCK BAG OR SOFT COLLAPSIBLE COOLER ONLY! Other coolers will not fit behind the kayak seat. Bring a sports bottle with water
- **Rafting** bring lunch in a PAPER OR PLASTIC BAG ONLY! This bag will be put in a waterproof container once we get to the rafting location, be sure to put your name on the bag. Bags will be thrown away after lunch; **DO NOT bring anything you want to keep**. River & Trail Outfitters provide drinks. You may bring a drink but it must be in a disposable (not glass) container.
- **Tubing** bring lunch in a large zip-lock bag or collapsible cooler, be sure to put your name on the bag
- NO LUNCHABLES PLEASE, it causes too much trash
- NO SODAS PLEASE, dehydration factor

LAND ACTIVITIES:

- **Bring PLENTY OF WATER!** At least two sports bottles. **NO SODAS**
- Bring your lunch in whatever you want, but NO LUNCHABLES
- Bring sunscreen and bug spray
- **NO SHORT SHORTS! Shorts must be at least 5 inches above the knee or LONGER.** This is so the harness won't cut into the legs
- Wear old clothes and comfortable (old) **sneakers**
- Anything more specific and your counselor will inform you prior to the first day

THEME PARKS:

- Bring sunscreen
- Wear whatever you want but remember... **it's going to be hot!**
- Bring a swimsuit and towel if you want to use the water park (Six Flags/Kings Dominion)
- You can bring your lunch to Kings Dominion, but you will have to carry it with you as the bus will not be accessible during the day. You can buy your lunch there.
- Six Flags and Splash Down **do NOT** allow you to bring in food or drink, unless it's water, from outside the park. You must purchase food from inside the park. The park security checks the bags at the gate and will confiscate any food brought in.